



Indian Institute of Information Technology Pune

A/P: Sadumbre, Tal: Maval, District: Pune- 412109

Dr.B.B.Ahuja

Website: www.iiitp.ac.in email:director@coep.ac.in

Mentor Director

Phone: 020-25507001

Ref No: IIITP/Annual Gathering/2017-18/264

March 2018

Subject: Separate quotations are invited on sound systems and lightening system on rent/hiring for two days and Dinner for one time at IIIT Pune.

Last Date for Submission of Quotation	26/03/2018
Date of Opening Quotation	26/03/2018
Location to submit quotation	Inward Section, College of Engineering, Pune
Quotation to be superscript on sealed cover as	“ <u>Annual Gathering of IIITPune on 7th and 8th of April</u> ”

Note: Vendors are requested to submit quotations for two days i.e. April 7th and 8th 2018 in separate sealed envelopes

Part A). Sound and Lightening System for two days i.e. 7th and 8th April 2018. and Part B) Catering: Dinner on 8th April 2018

Venue for Event - Indian Institute of Information Technology, Sadumbare Talegaon Chakan Road Pune

" It is mandatory to submit quotations in Inward Section, College of Engineering Pune (COEP), Wellesley Road, Shivaji Nagar, Pune-411005. Quotations submitted in Indian Institute of Information Technology Pune will not be accepted."

With reference to above cited subject, Indian Institute of Information Technology Pune invites quotations in sealed covers from eligible vendors who will execute the purchase order as per below mentioned terms and conditions.

PART A

1. Sound for 7th & 8th April 2018

Particulars items for 2 days	No/Size	Amount(Rs)
PA system - JBL VRX (will hang from the truss)	4 subs + 8 tops	
JBL PRX stage monitors	6	
Amplification for above	4	
Allen n Heath QU32 digital mixer	1	
DI box	5	
Shure SM58 mic	4	
Shure Cordless mic	1	
Shure Drum kit mic	1	
Cables as required	----	



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2. Truss & Lights for 7th & 8th April 2018

Particulars items for 2 days	No/Size	Amount (Rs)
Led par cans - On the truss	20	
Led par cans - On the T stands	12	
Led par cans - For backdrop	8	
Blinders	4	
Light console	1	
Halogen for general lighting	30	
Truss – Goal post	01 / 40ft x 16ft ht	

3. Mandap masking & Framing for 7th & 8th April 2018

Particulars items for 2 days	No/Size	Amount (Rs)
Mandap masking	300 rnft x 10ft ht	
Framing + Printing – Backdrop	01/20ft x 10ft	

4. Artist & extras for 7th & 8th April 2018

Particulars items for 2 days	No/Size	Amount (Rs)
DJ	1	
4 piece Band – 7 th April		
Photography	2	
Videographer - With Arial shots	1	
	Total Amount	
	Tax	
	Grand Total	

PART B

Food for 8th April 2018 (200 Pax) Dinner

Dinner	No	Quantity	Amount in Rs
Veg - Starters	2		
Non veg – Starters	2		
Veg - Main course	2		
Non veg – Main course	2		



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Dal	1	Quantity for 200 Pax
Rice	1	
Roti	1	
Salad	2	
Soft Drink	-	
Desert	2	
		TOTAL
		Tax
		Grand Total

Terms and conditions:

1. The entire set up should be ready one before the function.
2. The entire set up should be dismantled only after the 8th of April
3. Organizers must be in the business and have done similar events before.
4. The Food must be prepared in hygienic conditions and must be prepared with students in mind and should meet the standards
5. The cutlery and arrangements must be made by the caterer.
6. The decision of Mentor Director, Indian Institute of Information Technology Pune will be final in accepting/rejecting submitted quotations. Partial quotation of either part A or Part B
7. Minimum 90% of inquired requirements should be quoted.
8. one can quote separately only for part A or Part B in separate envelopes
9. The accepted prices are for IIITP including the transportation charge to be borne by the event management company.
10. Vendor should provide all the services only at Indian Institute of Information Technology Sadumbare Pune. All the related cost like loading unloading, delivery, labour charges, Installation, setup etc should be bear by the vendor
11. Tables and all arrangements will be provided by caterer for serving and arranging the food
12. Quotations should be sealed with necessary documents to the Mentor Director, Indian Institute of Information Technology Pune and submit at Inward Section, **College of Engineering Pune**, Wellesley Road, Shivajinagar, Pune, Maharashtra 411005
13. Payment will be released only after the event
14. Incomplete tenders will be rejected without consideration
15. All setup/installation/any other needs should be done by the vendor.

Last date to submit quotation will be 26th March 2018.

Mentor Director

Indian Institute of Information Technology Pune

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